Forest Hills Historic District
Design Guidelines

Marietta Historic Preservation Commission

Marietta Zoning Division

Department of Development Services

August 2015

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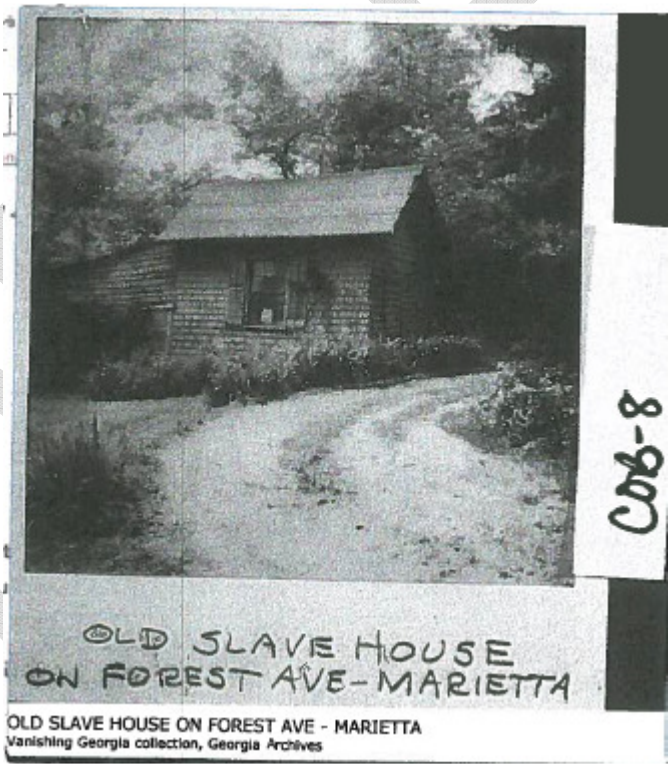
3.1 History of Forest Hills

The owner and developer of Forest Hills was William L. Vance. Vance was born in Kentucky, went to school in Memphis, and lived in Chicago and Asheville before moving to Marietta in 1922. He was involved in real estate and was a member of the Country Club, the Rotary Club, and the Episcopal Church. He was the president of the local gun club and was "one of this city's staunchest boosters."

The Forest Hills development started in 1928 and was "believed to be destined as one of Marietta's most beautiful and exclusive residential sections." The development is located only six blocks from the Square and "forms one of the most attractive tracts in this vicinity." Vance Circle, named for its owner, was set aside as an "ultra-restricted section" and "one of the most fascinating in the entire tract and is expected to meet with the approval and favorable comments of those who see it." The Forest Hills plan encompassed more than 10 acres and forty residential lots. The expected cost of completion was approximately $200,000.

MDJ, May 9th, 1929



THE MARIETTA JOURNAL 5/9/29

ames Organization Emphasizes Thirt

ERVING OLD POTS GOES TO BODY

FOREST HILLS IS DESTINED AS MODERN SUBURB

VANCE CIRCLE, NAMED FOR OWNER, WILL BE BEAUTIFUL EXCLUSIVE SECTION

Believed to be destined as one of Marietta's most beautiful and exclusive residential sections is Forrest Hills, incorporating Vance Circle, all of which is a real estate development being improved by William L. Vance, one of this city's staunchest boosters.

The development, located only six blocks from the heart of the city, orms one of the most attractive tracts in this vicinity. It was started in 1928 when the owner conceived the idea that such a suburb would fill a desire of local people, as well as future residents. More than ten acres were laid off. Six homes already have been erected and plans now are under way for the construction of a like number. Forty residential lots have been planned.

As an ultra-restricted section will be Vance Circle, named in honor of the developer. This particular section is one of the most fascinating in the entire tract and is expected to meet with the approval and favorable comments of those who see it.

When completed Forest Hills will represent an expenditure of approximately $200,000.

LL COAL FEATURED BY JAMES W. LEGG MARIETTA BROKER

POTATO CURING HOUSE ALSO BEING OPERATED BY BUSINESS MAN

Due to a large increase in business during the past few months James W. Legg local representative

Owner and Developer of Forest Hills

WILLIAM L. VANCE

William L. Vance, developer and sole owner of Forrest Hills, one of Marietta's latest and most attractive subdivisions, was born in Kentucky and was educated in Memphis, Tenn.

In 1878 he moved to Chicago, where he became connected with the Board of Trade in the capacity of grain and provision broker. In 1918 he moved to Asheville, N. C. Nine years later he selected Marietta as his home and has become one of the outstanding boosters of this section.

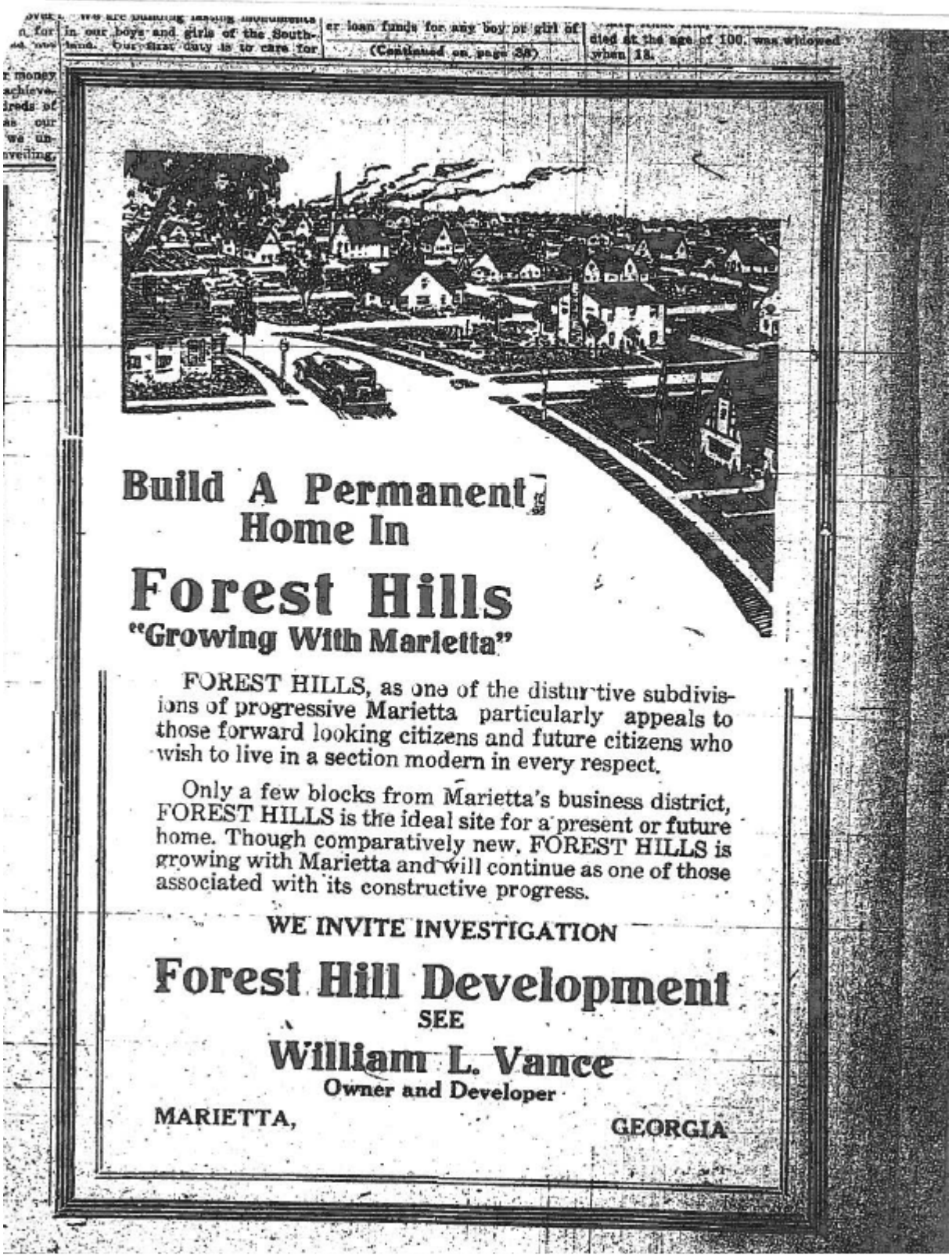
Mr. Vance's Forrest Hills development was started last year and already has become known as one of the future residential sections of this city. In the division is incorpated Vance Circle, named in honor of the owner.

The real estate man is a member of the country club, the Rotary club and the Episcopal church. He is president of the local Gun club.

Mr. Legg owns and operates a forced air curing sweet potato house. In the building potatoes are cured and made ready for market in such a manner that they are known as among the best produced in this section. The 10,000 bushel capacity often is utilized by Cobb county

MEN

5/9/29



er loan funds for any boy or girl of

(Continued on page 38)

died at the age of 100, was widowed when 18.

Build A Permanent Home In

Forest Hills

"Growing With Marietta"

FOREST HILLS, as one of the distinctive subdivisions of progressive Marietta particularly appeals to those forward looking citizens and future citizens who wish to live in a section modern in every respect.

Only a few blocks from Marietta's business district, FOREST HILLS is the ideal site for a present or future home. Though comparatively new, FOREST HILLS is growing with Marietta and will continue as one of those associated with its constructive progress.

WE INVITE INVESTIGATION

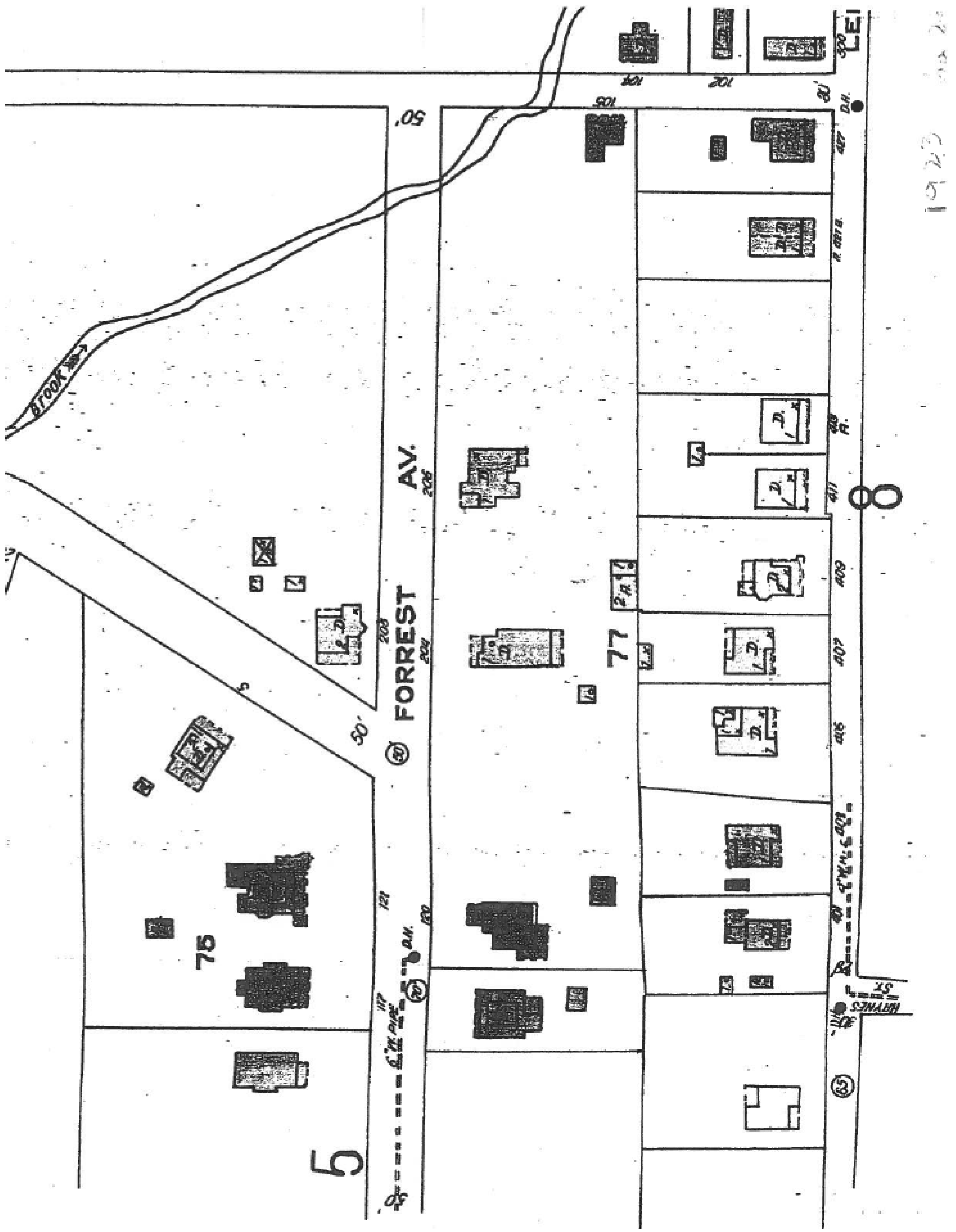
Forest Hill Development

SEE

William L. Vance

Owner and Developer

MARIETTA, GEORGIA


FORREST AV.
BROOK
HAYNES ST.
75
77
8
5

3.1 Forest Hills Historic District Boundary

3.3 House Types & Styles in Forest Hills

In discussing character-defining elements of a structure, there are two areas of consideration, house **type** and house **style**. House type is the overall form, the outline or envelope of the main or original part of the house, as well as the general layout of interior rooms. The simplest way to understand residential house types is through the formula: **plan + height= type**. Plan refers to the general layout of the interior rooms and height means the number of stories. In some instances, other architectural traits determine house type. Additionally, roof form, the location of doors or chimneys, or the kind of porch may help determine type or subtype. Using the name of a house type rather than a lengthy description efficiently communicates a house's main characteristics. Moreover, knowing the house type may provide information on the approximate construction date of the building.

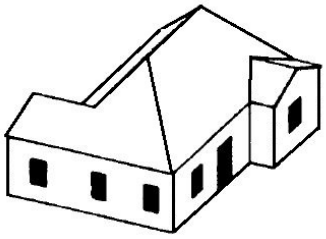
Two principal components of a building determine its architectural **style**: form and ornamentation. Form refers to the relationships between proportion, scale, height, depth, width, footprint outline and structural characteristics of a building. Ornamentation refers to decorative elements that are usually non-structural and have been applied to the exterior of the building. If a building displays all the elements of a particular architectural style, it may be called a *high-style* example. When a building incorporates only a few stylistic details of an architectural trend, it is said to have elements of a style and is labeled *vernacular*. In Georgia, high style examples are rare and are usually built by a trained architect. Vernacular styles with limited decorative element are much more abundant throughout Georgia communities and represent the local interpretation of prevalent architectural trends. Architectural style is a relatively easy way to categorize buildings. Once the style of a building is determined, its age and rarity within a region can be assessed. Perhaps most importantly, architectural style can offer insights into the tastes and needs of the time and place in which it was built, providing an invaluable link to historical context.

House Types in Forest Hills

The following descriptions of house types is taken from the Georgia Historic Preservation Division's publication on *House Types in Georgia*[1]. There is quite a bit of diversity in house types within Forest Hills. However, the majority of homes are bungalows and cottages.

New South Cottage (1890 – 1925)

- Roof: hip with gables
- Rooms: five or more with hallway
- Doors: one, central
- Chimneys: on roof slopes

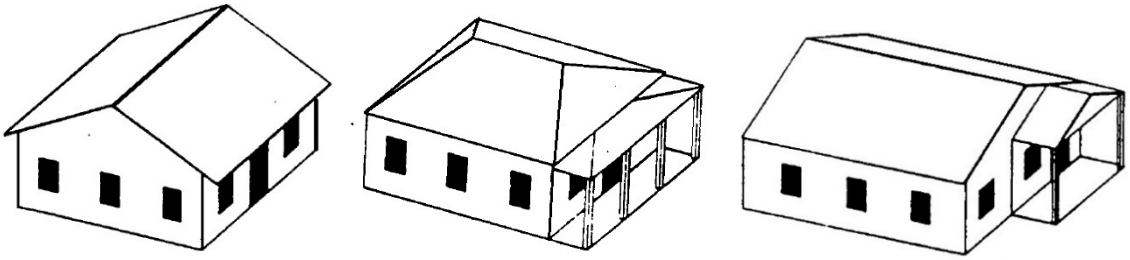


156 Blackwell Ln

Bungalow (1900 – 1950)

[1] http://georgiashpo.org/sites/uploads/hpd/pdf/housetypes.pdf

- Roof: front gable hip, side gable, or cross gable
- Rooms: five or more with varied, irregular floor plans
- Doors: varied
- Chimneys: varied



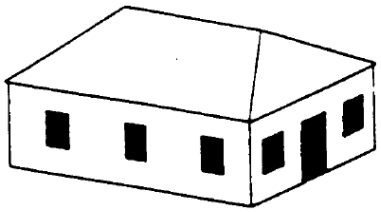
267 Vance Cir

179 Forest Ave

Extended Hall Parlor

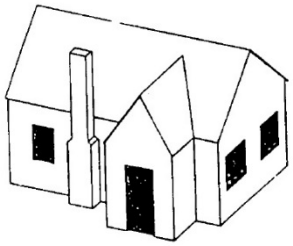
- Roof: hipped or gabled
- Rooms: three or more
- Doors: one
- Chimneys: varied

166 Blackwell Ln



English Cottage

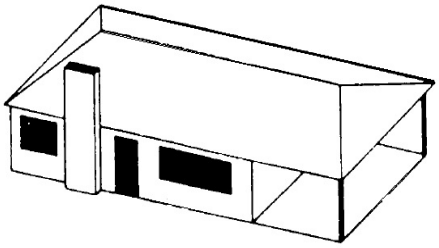
- Roof: cross gable
- Rooms: varies
- Doors: front, near center, may be on secondary gable or recessed opening
- Chimneys: front



240 Forest Ave

Ranch House

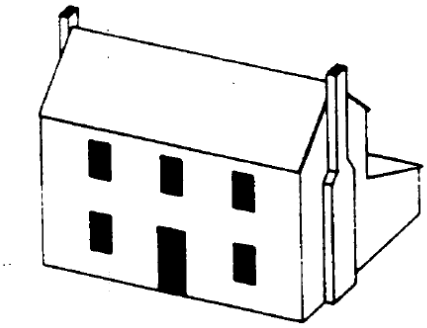
- Roof: gabled or hipped, low pitch
- Rooms: varies
- Doors: center
- Chimneys: varies



255 Forest Ave

Plantation Plain

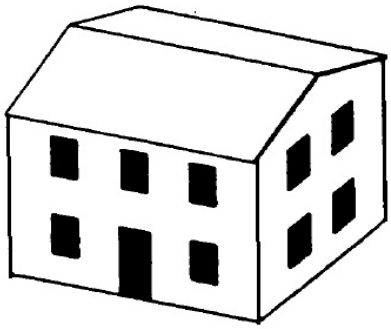
- Roof: gabled, with a rear shed roof
- Rooms: varies
- Doors: center
- Chimneys: gable ends



184 Forest Ave

Georgian House (1850 – 1930)

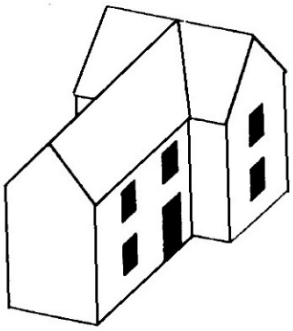
- Roof: hip or side gable
- Rooms: four; stacked with center hallway
- Doors: one, centered
- Chimneys: two, symmetric, on roof slope or two on each side



156 Forest Ave

Gabled Wing House (1870 – 1920)

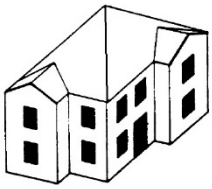
- Roof: cross gable
- Rooms: three or more (in a T or L often with a hallway)
- Doors: one
- Chimneys: on ridges or either ends



142 Forest Ave

Queen Anne House (1880 – 1900)

- Roof: hip with gables
- Rooms: four or more with no hallway
- Doors: one, central
- Chimneys: one, central chimneys; on roof slopes



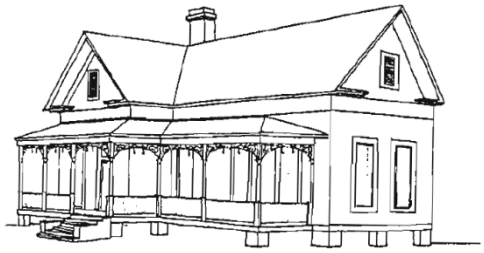
157 Forest Ave

House Styles in Forest Hills

The Forest Hills historic district contains many different styles of homes; some homes even display elements from multiple different styles. The following description of house styles is taken from the Georgia Historic Preservation Division's publication *Georgia's Living Places: Historic Houses in Their Landscaped Settings*[2]. The Forest Hills area is mainly characterized by vernacular style residences, but there are a few examples of academic architectural styles found in the district, two of which are Folk Victorian and Craftsman styles.

Folk Victorian (1870 – 1910)

- Roof: usually gabled
- Detail/Materials: clapboard, Italianate, Queen Anne, and Gothic inspired ornament primarily applied to porches and cornices – brackets, spindlework, porch posts, other bric-a-brac, and gingerbread
- Door: symmetrically oriented



227 Forest Ave

- Windows: double-sashed
- Porch: asymmetric one story, often wrapping

Neoclassical Revival (1895 – 1950)

- Roof: hipped with a low pitch
- Detail/Materials: clapboard, classical columns, heavy entablature, classical cornice with dentils or modillians
- Door: symmetrically oriented with fanlights, sidelights, and transoms
- Windows: double-sashed
- Porch: full height, full facade

English Vernacular Revival (1925 – 1935)

- Roof: gabled with a steep pitch
- Detail/Materials: dominant front-facing gable, decorative half-timbering in the gables, masonry walls (patterned brickwork or stucco), masonry chimneys with decorative tops, arches
- Door: one, often under arch
- Windows: casements, taller and narrow, grouped together, multi paned

[2] http://georgiashpo.org/sites/uploads/hpd/pdf/NR15arch_20080521100904_optimized.pdf

- Porch: entry porch

227 N Forest Ave

Colonial Revival (1880 – 1955)

- Roof: hipped or side gable with a steep pitch and dormers
- Detail/Materials: brick, classical columns, classical cornices with dentils or modillions
- Door: symmetrically oriented, classical door surround
- Windows: double sashed, 6/6 or 9/9
- Porch: portico

.

209 N Forest Ave

Dutch Colonial Revival

- Roof: gambrel roof, steeply pitched and side-gabled with two different slopes
- Detail/Materials: flare roof eaves, dormers (continuous shed roof or single)
- Door: varies
- Windows: double hung
- Porch: small entry porch with columns or formed by the eave of the gambrel roof

256 Vance Cir

Craftsman (1905 – 1930)

- Roof: usually gabled but sometimes hipped, low pitch
- Detail/Materials: novelty board, knee braces, half-timbering; overhanging eaves with exposed rafters, roof dormers
- Door: framed by sidelights
- Windows: double hung, multi paned over a one-paned sash
- Porch: square columns on piers, porte-cochere

179 Forest Ave

192 Forest Ave

4.1 Design Guidelines: Rehabilitation

4.1.1 Appurtenances**

This category involves external elements such as air conditioning compressors, window air conditioning units, television antennas, satellite dishes, telephone lines and garbage containers. Historic properties need to be adapted to accommodate these modern conveniences. However, an attempt should be made to minimize the visual impact of appurtenances on the property. The goal is to accommodate modern mechanical utilities in historic structures without detracting from the historic integrity of the building.

Recommended:

- Rooftop utilities such as satellite dishes, air conditioning window units and television antennas should be mounted to the side or rear of the house or in a position that is unseen from the street or public right of way.
- Visual impact of all appurtenances should be minimal. For example: when a fixed appurtenance such as an air conditioning compressor is located close to the ground, an attempt should be made to screen it with appropriate landscaping.
- Visual impact of appurtenances such as garbage containers should be minimized by storing them at the side or rear of the structure unless otherwise authorized by the city. They should also be screened from view of the public right of way.
- New appurtenances such as satellite dishes and air conditioning units should have matte or non-reflective finishes in order to avoid drawing attention to them.

Not Recommended:

- Utilities placed on the roof.
- Utilities on the front façade of the building.
- Solar devices on the front of the roof or in sight of the public right of way.
- Permanent garbage containers in view of the public right of way.
- New appurtenances with reflective or bright surfaces.

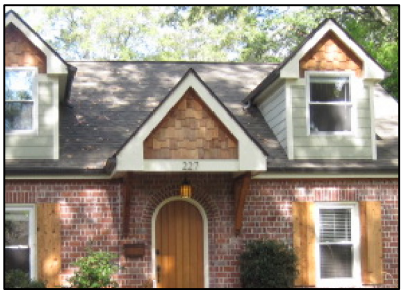
****Note:** *A Certificate of Appropriateness is not required for the replacement of HVAC where such replacement is in the same location and of the same scale (or slightly larger to accommodate higher energy efficient equipment) as that of the original equipment. However, window units are not exempt. [Article 7-8-9-050 (D)(3)(e)]*

4.1.2 Design Elements

Design elements help to establish the architectural character of a historic structure. Some elements serve both a functional and decorative purpose, but many are purely ornamental. Design elements are important because they reflect both the taste and the craftsmanship of the period in which they originated.

Typical Design elements in Forest Hills:

- Decorative woodwork on porches
- Brick stoops
- Decorative vent covers below gables
- Decorative shingling on front facing gables


Decorative Shingling


Decorative vent covers


Decorative scrollwork

Recommended:
- Design elements that are in sound condition should not be removed or altered.
- The original character of any design element should be preserved and maintained.
- Style, scale, and materials should be replicated if replacement is necessary.
- Piece in repaired sections rather than replacing a whole element.
- The replication of historic design elements when restoration or repair is not feasible.
- Physical or pictorial evidence can be used to replace the design element in kind.
- If possible, any repair or restoration work on an architectural detail should be done without removing the detail itself.
- Protective measures should be taken on existing, original architectural elements to ensure their survival.

Not Recommended:
- The addition of design elements that were not part of the original structure.
- The addition of extraneous ornamentation to a building.
- The removal of damaged features that can be repaired.

4.1.3 Doors

The entrance door is the welcoming feature of a house and can be an important aspect of its architectural embellishment. Different architectural styles may have distinctive door designs as well as decorative or stylistic features, such as transom and sidelights or detailed surrounds.

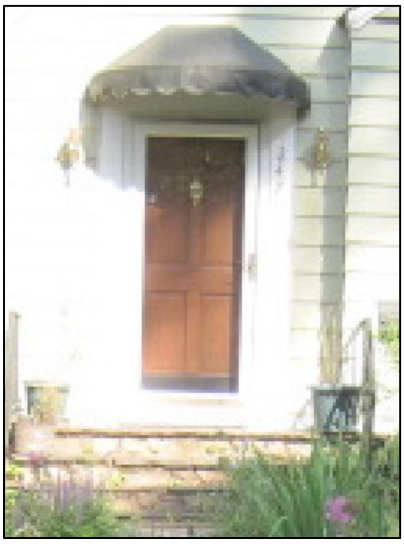
Doors are subject to extensive wear. Until recent times, doors were generally fabricated from wood. Wood doors have richness and enduring beauty that is not conveyed by modern materials.

As an insulator, wood is 400 times more efficient than steel. However, wood doors are not maintenance free. Georgia's humid climate can cause rot and deterioration. A rotted sill can cause water damage to the base of the door and allow water to seep into and damage interior floors. For that reason, careful home designers have often set the door back within an exterior wall or protected it with a canopy, porch, or portico, with an open or partly-enclosed roofed space or covered walkway that forms the entrance of the building. Such features may form an attractive centerpiece on the façade.

Doors, entrances, and associated detailing should be preserved. Changes to door size and configuration should be avoided. If a historic entrance cannot be incorporated into a contemporary use for the building, the opening and any significant detailing should, nevertheless, be retained.

Typical Doors in Forest Hills:

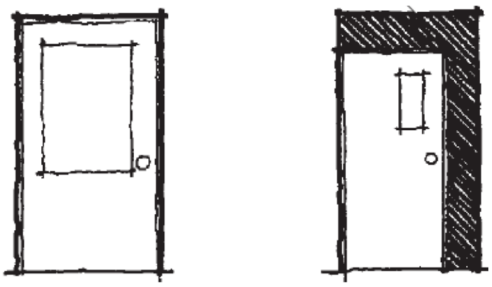
- Doors are predominately wood
- A few homes have sidelights and transoms
- Storm doors are present.



Recommended:

- The historic placement of openings should be maintained.
- Replacement doors should remain the same size as historic doors.
- Historic doors should be repaired, not replaced.

- If a door is too deteriorated, it should be replaced with an appropriate replica of a historic door, not one of modern design.
- Replacement doors should be of the similar material as the original door.
- Storm and screen doors should be added with care. The design of storm and screen doors should not obscure the original design of the historic door.



Not Recommended:

- Additional bays should not be created.
- Door openings should not be enclosed.
- Veneered or hollow doors are not recommended because of the threat of warping and separation of veneer caused by moisture.

4.1.4 Driveways

Preservation of the configuration and paving materials of historic driveways and alleys is critical in preserving the overall character of these historic districts. The insertion of driveways, parking areas, and curb cuts is generally inconsistent with the historic character of the district, but the use of appropriate paving materials and the size and placement of the driveways can help reinforce the character of the district and minimize negative impact.

Typical Driveways in Forest Hills:

- Typical in this district are single-lane driveways located on the side of the structure that terminate at the house or extend to a rear garage or shed.
- Drives are relatively narrow, reflecting the smaller dimensions of earlier cars.
- Two paved driveway tracks using concrete with exposed crushed stone aggregate with grass or concrete infill are occasionally seen, which recognize and preserve the traditional driveway form.
- Most common materials are poured concrete slab, brick, asphalt, stone pavers.

Concrete

Brick

Stone pavers

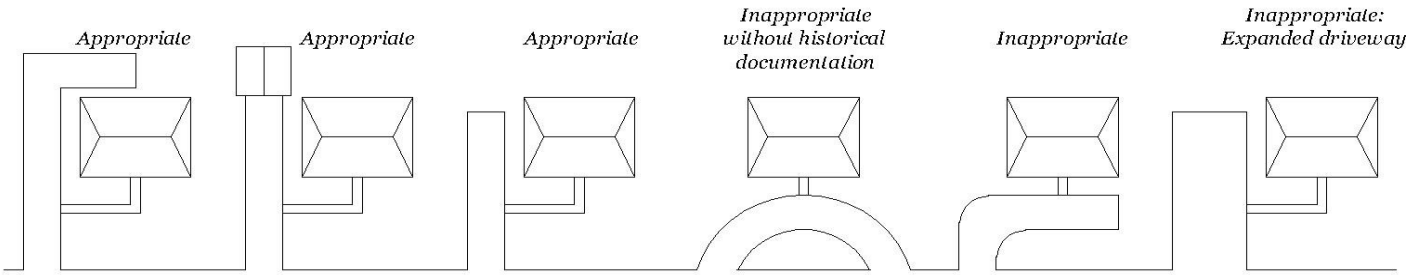
Recommended:

- Retain and maintain the historic configuration, paving materials and placement of existing driveways and alleys whenever possible.
- New driveways should be compatible with existing driveways in spacing, width and configuration. They should be introduced in locations where there is minimum alteration necessary to historic site features, such as landscaping, walkways, and retaining walls.

- Designs should be discreet and conservative in the amount of open space converted to paving for driveways.
- Landscaping should be integrated with the driveway surface area to minimize the visual impact and to buffer/shield the view of parked vehicles from the street.
- All new parking areas should be screened from adjoining properties with appropriate fencing or shrubbery. Incorporate existing mature trees into new parking areas whenever possible, and introduce new trees to maintain the tree canopy.
- Wherever possible, maintaining the original location, materials, design and width of a driveway so that it is compatible with the overall character of the property, the streetscape and the district is recommended.

Not Recommended:

- Driveways should not be installed where none existed previously and where the size of the lot cannot accommodate the size of such a feature.
- Semi-circular driveways with two entry points on the front of the lot (in front of the primary façade) should not be installed. These are inappropriate unless historically documented.
- Curbs and sidewalks should not be damaged or interrupted by the installation or repair of driveways.
- The view of the primary façade from the public right-of-way should not be dominated by parked vehicles.
- New driveways or parking areas should not directly abut the principal structure.
- Existing driveways should not be enlarged and existing trees should not be removed to expand driveways; front yards and entry walkways should not be converted to driveways.
- Abandoned or inoperable vehicles should not be stored in front yards.



4.1.5 Entrance Walks

Entrance walks serve as an impressive introduction to individual properties and contribute to their unique character. They can be an extension of the building's architecture, used to reflect and emphasize specific elements to create a harmonious and distinctive overall environment. When extended directly to sidewalks, they also accentuate a pedestrian-friendly and inviting atmosphere along the streetscape. Entrance walks with materials that are appropriate to the building and its development should be retained.

Typical Entrance Walks in Forest Hills:

- Entrance walks most often connect the entrance steps directly to the sidewalk.
- Often, entrance walks connect from the entrance steps directly to driveways located to the side of the house.

- Commons materials include brick and stone but also include hexagonal-cut concrete and pavers.

Brick

Stone


Concrete

Recommended:
- Retain and preserve the topography, pattern, configuration, features, dimensions, historic or traditional paving materials and textures of existing walkways that contribute to the overall historic character of the district whenever possible.
- Replace only deteriorated portions of an entrance walk rather than the entire feature. Match the original one in location, design, style, dimension, detail, texture pattern and material, such as brick, stone, or concrete.
- Replace a completely missing or deteriorated entrance walk with a new feature based on available documentation of the original design and compatible with the architectural type and style of the house.
- Design new walkways to be compatible with existing walkways that contribute to the overall historic character of the district, similar in location, configuration, dimension, scale, materials and textures.
- When the installation of new walkways is unavoidable, the topography of the property and significant site features such as mature trees, retaining walls and stairs should be retained whenever possible.

Not Recommended:
- A new entrance walk should not be installed where one did not previously exist; it should be substantiated by documentary and physical evidence.
- Where replacement is necessary and new entrance walks are unavoidably installed, the connection between the sidewalk and the house that is characteristic of the district should not be destroyed but instead maintained where one formerly existed.
- The use of inappropriate paving materials and those not historically or traditionally characteristic of the district.
- Relocation, removal or addition/expansion of entrance walks or change in material that is incompatible with historic or traditional precedent.

4.1.6 Foundations

Foundations are defined as those structural supports, above or below grade, that support the weight of a building. Foundations were a way of preventing insect infestation in the wood frame. Moreover, the elevation of a wood frame keeps the wood away from the moisture on the ground, preventing wood rot. The warm moist climate of the South encouraged the construction of houses on piers. More recently, the introduction of modern heating, cooling and plumbing has increased the use of continuous foundations and slab foundations; therefore, raised foundations are a strong visual characteristic of a historic area.

The complete replacement of the original foundation infill between brick piers alters the historic character and special quality of the structures.

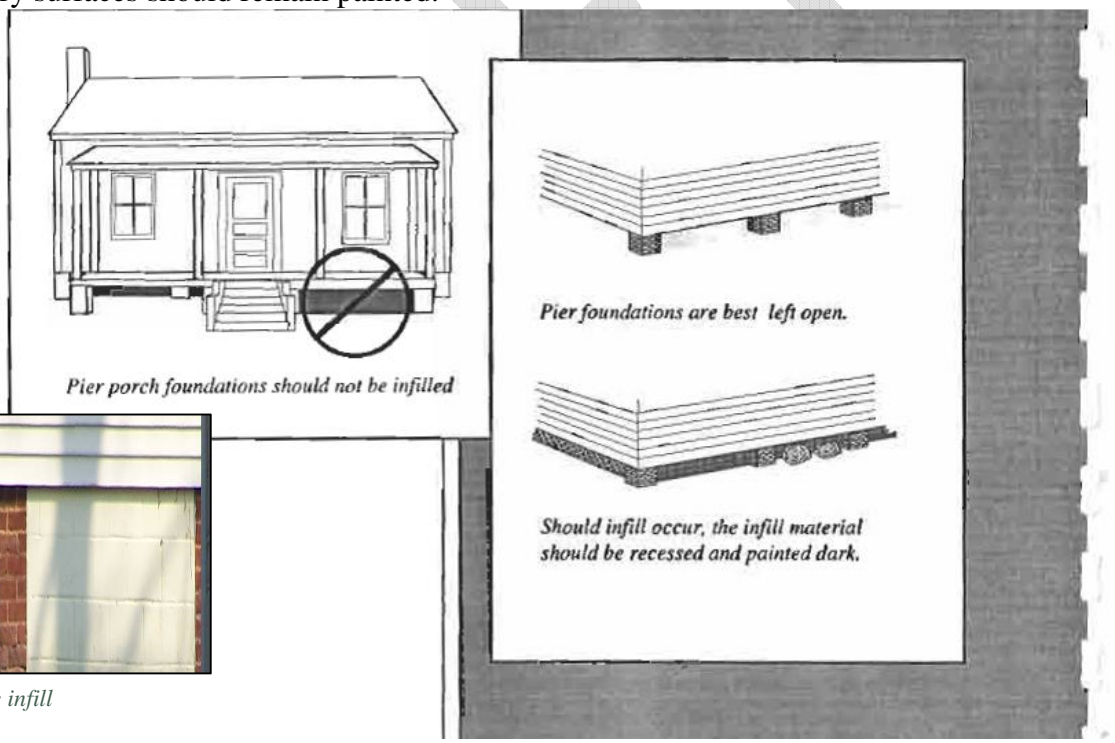
Typical Foundations in Forest Hills:

- The majority of foundations are concrete block, stone, or brick.
- The concrete block is often painted.

Recommended:

- Damaged or deteriorated masonry foundations, masonry piers and infill materials should be repaired and maintained.
- When repairs are necessary, the color, size, shape, texture, proportions, and appearance of the masonry units and mortar shall match the historic foundation.
- Sensitivity to historic foundation techniques and construction should be followed.
- Crumbling mortar should be replaced and repaired.
- Mortar joints should be duplicated in width and profile.
- Painted masonry surfaces should remain painted.

Inappropriate concrete infill

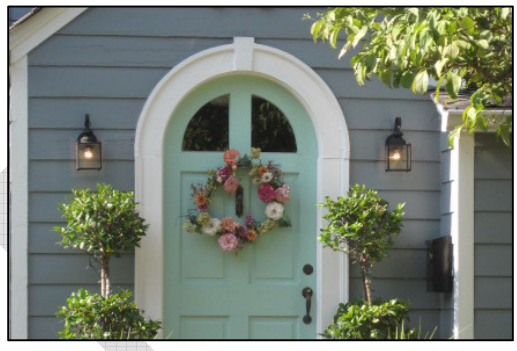


Not Recommended:

- Masonry materials of a different shape, color, size, *and* texture than the historic material; textured concrete masonry units, nor artificial materials imitating stone or brick surfaces.
- Painting or stucco of unpainted masonry surfaces.
- Replacement of a masonry pier foundation with a concrete slab foundation.
- Infill between brick piers with concrete block.

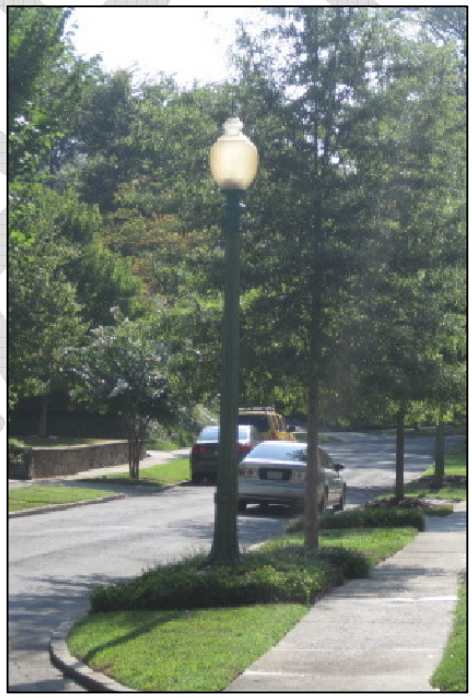
4.1.7 Outdoor Lighting

Historically, exterior lighting consisted of porch or lamp lights that were originally simple incandescent lamps. Exterior lighting should be a secondary element that does not overwhelm the architecture and the landscape of the neighborhood. Building illumination should accentuate design features and promote security in an attractive and understated manner. Outdoor lighting fixtures should be simple in scale and blend with the architectural style of the building. The amount of light should accentuate the architecture without being overpowering and without casting a glare on other houses and cars.



Recommended:

- Lighting should accentuate architectural features.
- Simple fixtures should be used that blend with the architecture.
- Light fixtures or lamp posts that are historic to buildings should be preserved.
- Replace historic light fixtures with replica fixtures.



4.1.8 Porches

Porches are often the focal point of a historic structure, particularly when located on the primary elevation. Because of their decoration and articulation, they help define the style and overall historic character of a building. In the South, porches were necessary because of the warm climate. Additionally, they served as a social gathering place. This transitional area between the interior and exterior of a residence provides a protective place to sit outdoors. Porches also provide shading for the front of a structure and help reduce solar gain and air conditioning loads. A graceful porch welcomes the passerby

and introduces them to a home. Porches are distinctive features that add character to both the houses and the historic district in which they are located. Consideration of porch additions should harmonize with the character of the neighborhood and be compatible with existing structures.

Typical Porches in Forest Hills:

- The majority of porches are small, more of a covered stoop.
- Steps are typically brick.
- The few porches are typically simple.

Recommended:

- Porches and steps that are part of a building's evolution, and that have achieved historical significance should be maintained and preserved.
- When rehabilitation of historic porches, stoops and their elements becomes necessary due to damage and deterioration, every effort should be made to preserve viable materials and original elements with repair versus completely replacing the entire porch and its elements.
- Materials used to repair or replace historically significant porches, stoops, and their design elements – steps, floor, ceiling, roof, balusters, structural posts and all ornamentation – should closely match the original detail, materials and fabric (design, texture, composition, profile and proportions) and blend with the original style and character of the house.
- Replace an entire porch only if it is too deteriorated to repair or is completely missing.
- The new porch design should be based on historical, pictorial or physical evidence or should be a new design which is compatible to the character of the historic residence in proportion, scale, size, materials, and detailing.
- When historic information is not known for replacement porches, such things as floor dimensions, height, roof pitch and overhang should be consistent with the historic features of the block.
- A new porch or deck should be constructed out of view of the public right of way on a secondary façade unless there is evidence that a previously existing/original historical porch existed on the primary façade.
- Materials used as framing or supports for screen or glass should follow the horizontal and vertical lines of the original porch design as closely as possible.

Not Recommended:

- Removal, covering or alteration of historic or architecturally significant porches, stoops, elements or ornamentation.

- Replacement of original materials, design or architectural features of porches and steps (balusters, structural posts, columns, hand rails, brackets and porch roof detailing) with incompatible and inappropriate designs or materials.
- Enclosure of porches when located on a front façade or when visible from the public right-of-way.
- If enclosing a porch is necessary, it should remain open in character with a maximum amount of glass or screenwire material and a minimum amount of solid areas.
- Alteration of the appearance, shape, materials or slope of the historic porch roof.
- Creation of a false historic appearance by use of elements or ornaments which are not characteristic of the historic residence.
- Addition of porches, unless there is pictorial documentation or physical evidence of a historic porch.
- A replacement porch should not create a false historic appearance and should not be incompatible with either its home or surrounding homes in size, scale, and material.

4.1.9 Retaining Walls

Location, height and construction materials define the characteristics of historic retaining walls, which are made from a variety of substances such as poured concrete, bricks, wood and stones. Historic retaining walls prevent erosion issues common to the natural uneven sloping topography and distinguish property lines from the public right of way. Retaining walls add interest and character to lots and lend the property to easy terracing. The retaining walls should be preserved and maintained as much as possible. The original location, materials and height should also be retained. Viable materials should be repaired and reset, never discarded. When original materials are beyond repair, replacement materials should match the original.

Typical Retaining Walls in Forest Hills:

- Made of stacked or mortared stone.

Recommended:

- Damaged or deteriorated retaining walls and steps should be repaired and maintained. When the repair of a retaining wall is necessary, the design, texture, composition, size, mortar joints and appearance of the replacement material should match the original as closely as possible.

- Repair or replacement materials should be used with the same construction techniques used to build the historic retaining wall.
- Mortar should be duplicated in strength, composition, and texture.
- The reference to historical, pictorial and physical evidence should be used as much as possible to aid in design of a new wall to ensure that it is compatible in historical character.
- Returns should be incorporated into the placement and design of retaining walls.

Not Recommended:

- Covering retaining walls with non-compatible substances, such as stucco or stone.
- Non-matching mortar.
- Non-matching materials, such as different textured and sized cement brick, making the repair look inconsistent in appearance.
- Use of railroad ties.

4.1.10 Roofs**

The roof is an important component because it covers the building, preserves the structure by protecting it from the elements, and contributes to the character of the historic district. Elements associated with roofs include cornices, gutters, downspouts, chimneys, and dormers. Proper and timely maintenance of all these elements is critically important for the preservation of historic structures.

Typical Roofs in Forest Hills:

- Roof types are mostly gabled, hipped and pyramidal rooflines.
- Roofing material used most is asphalt shingles.
- Brick chimneys are prominent.
- Historic terra cotta chimney pots and curved metal chimney covers are present.

Recommended:

- Existing roof size, shape and pitch, including historic features such as brackets, dormers, chimneys and other structural or decorative details, should be retained.
- Historic features such as brackets, dormers, chimneys and other structural and decorative details should be maintained in good condition.
- Historic features should be repaired rather than replaced.
- Historic cornices, gutters, flashing and downspouts should be maintained in good condition. Keep cornices well sealed and anchored. Replacement gutters should be sensitively designed, installed and located to produce minimal damage and visual impact to the historic structure.
- Materials should be matched as closely as possible when repair or replacement of the roof or its elements becomes necessary by retaining the design, textures, shape and appearance.
- Replacement roof design should be based on historical, pictorial or physical evidence.

Not Recommended:

- Roof repair or replacement should avoid materials that will dramatically alter the building's appearance.
- Antennae that will be visible from the public right of way should not be added to the roof, if possible.
- Roof form or pitch should not be altered.
- Historic roof elements such as roof vents, chimneys and dormers should not be removed, covered or radically changed.

- Historic brick chimneys should not be covered with stucco, mortar or cement, as this compromises the chimney structure. Brick absorbs moisture at a different rate than mortar, stucco or cement. Therefore, covering the brick traps moisture and contributes to long-term cracking and disintegration.
- Historic brick should be cleaned with the least intrusive methods possible. Sandblasting should never be used to clean masonry structures.
- Materials that were not historically painted should not be painted.
- Dormers should not be introduced on front roof facades. Instead, adding dormers at the rear of the façade, or where they are not visible from the public right of way, is appropriate. Do not board up or cover dormer windows.
- Skylights and solar collectors visible from the public right of way.

****Note**: *A Certificate of Appropriateness is not required for new roofs or caps on roofs which are not visible from public rights-of-way and which do not change the character of the roof; roof repair or replacement where the color is the same as the roof it replaced or gray or black or white; the replacement of gutters where the replacement is in the same location and of the same scale as that of the original equipment; or, new gutters where none existed before. [Article 7-8-9-050 (D)(3)]*

4.1.11 Siding

The wood siding of a building is an important element because it protects the internal structure and provides an architectural component that contributes to the distinctive character of the district. Proper and timely maintenance is essential for the preservation of historic structures.

Typical Siding in Forest Hills:

- Residences are primarily comprised of wood clapboard siding, shingles, and/or brick.

Recommended:

- Wood siding, stucco or brick should be maintained in good condition.
- Causes of damage or deterioration should be identified and steps taken to protect and maintain the siding, including the provision of proper drainage, treatment of areas that have water penetration, and maintenance of protective exterior paint surfaces.
- Damaged siding and features should be repaired rather than replaced. When replacement becomes necessary, use in kind materials, so that the scale, design, texture, composition, thickness, width and appearance of the replacement is compatible with the existing structure.
- Recognized preservation methods should be used.
- Rehabilitation should be conducted with in-kind materials.

Not Recommended:

- Removal, coverage, damage, or radical alteration of historic siding materials, features or ornamentation.
- Paint removal which reveals bare materials without justification, such as excessive deterioration of the paint surface.
- Inappropriate materials for the repair or replacement of siding including wood boards or shingles of different shapes, sizes or texture than the existing historic materials; masonry; metal siding; and vinyl.
- Creation of a false historic appearance by attempting to make a residence appear older or newer than it actually is.
- Duplicating features from similar residences that have been insensitively altered or replaced.

4.1.12 Sidewalks

Sidewalks are historically significant elements that contribute to a neighborhood's inviting atmosphere and provide spaces for walking and personal interaction. Consideration should be given to the character of the public sidewalks in Marietta's historic districts before implementing alterations so that the historic or traditional layout and materials of curbs and sidewalks are maintained. Alternate materials may be considered with care taken to preserve the look of the historic sidewalks in both material and application.

Typical Sidewalks in Forest Hills:

- Sidewalk is present along most streets, except along the east side of North Forest Avenue and south side of Vance Circle.
- A wide planting strip containing trees, street lights, mailboxes, and trees separates the sidewalk from the street.

Recommended:

- Historic and traditional character-defining sidewalk paving and curb materials, such as concrete with exposed crushed stone aggregate should be installed as the primary paving material.
- The design, dimensions, surface texture and appearance of the paving material should match the adjacent sidewalks as closely as possible.
- When new sidewalks are installed, they should be compatible with the historic character of the streetscape in that where exist, the sidewalk should be detached and separated from the curb by a planting strip.

- A new sidewalk should align compatibly in dimension with those that already exist along a block.
- Professional standards of construction (straight-lined edges versus poured concrete without professional edging) should be implemented to maintain a uniform, "tidy" visual streetscape.
- Public sidewalks should conform to accessibility standards with the proper location of ramps at all street intersections. (See Marietta Zoning Ordinance 732.07 B)

Not Recommended:
- New sidewalks should not be replaced with incompatible materials, dimensions, design, surface texture or appearance.
- Historic curbs and sidewalks should not be removed in new construction without appropriate replacement.
- Asphalt is an inappropriate new construction sidewalk paving material.

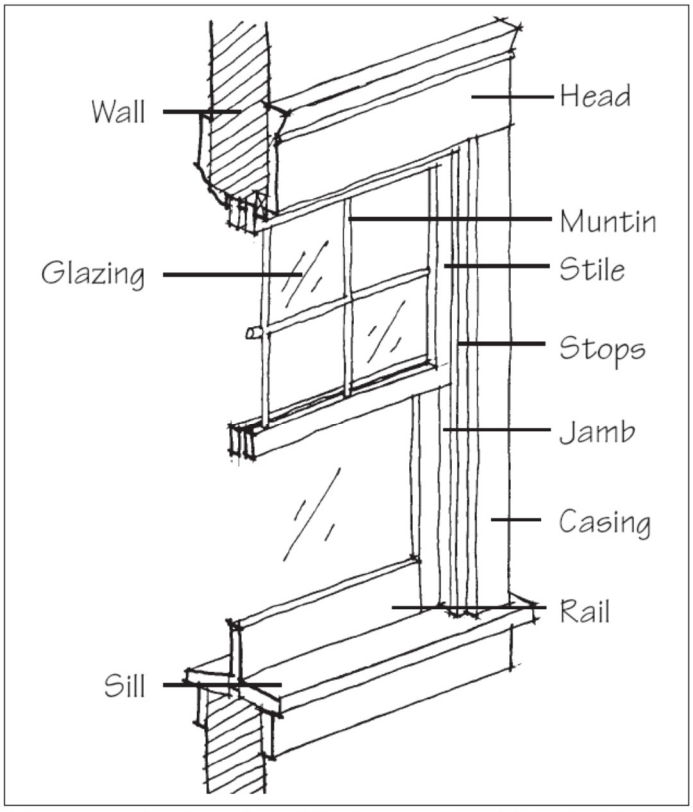
4.1.13 Windows**

Windows are a major character defining feature on historic buildings. Architectural style influences the number, shape, placement, size, detail, and material of the building's windows. Alterations to existing windows and the addition of new windows can drastically change the character of a historic building.

Typical Windows in Forest Hills:
- Rectangular, double-hung sashes characterize the windows of the Forest Avenue historic district.
- Pane patterns are typically 6/6 with a few 9/1, 6/1, and 8/8. Wooden frames, sashes, and muntins dominate. Window caps are flat.
- Shutters are common.
- Transoms and sidelights are rare.

Recommended:
- Original windows and window details should be retained and repaired. Window details include, but are not limited to, transoms, sidelights, framing, sills, shutters, and lintels.
- The number, placement, size, style, glazing pattern, shape, proportion, and material of historic windows and window details should be retained.
- *When windows can no longer be repaired, replacements should then match the original in terms of like kind, quality and materials, including energy-efficient glass (thermopane).*
- Original shutters should be retained and repaired.
- New shutters should match existing in terms of functionality and appearance.

- New window openings should be located on a secondary façade or rear wall. New window openings should respect the integrity of the façade by relating to original windows in size, style, glazing pattern, shape, proportion, and material.
- Storm windows should resemble existing windows as closely as possible and should be sized to fit the entire window opening.



Preserve the functional features of an historic window.

Not Recommended:

- When replacing a window, flat or fake muntins ("snap-ins") are not appropriate.
- Tinted, mirrored glazing and plexiglass are not appropriate.
- Windows should not be lowered, raised, changed in size, or undergo any other similar alterations. Architecturally inappropriate windows and window details should not be added.
- New window openings should not be placed on a primary façade or front dormer.
- Windows should not be covered or blocked-in, either partially or completely.
- New shutters should not be installed if they are clearly out of keeping with a building's character. Shutters should not be added to windows that did not historically have shutters.
- Vinyl, aluminum, and other similar shutter materials are not appropriate.
- Shutters should not cover, damage, obscure, or dominate the historic building or its material and details.

****Note**: *A Certificate of Appropriateness is not required for the replacement of historic windows with like kind. [Article 7-8-9-050 (D)(3)(i)]*

4.2 Design Guidelines: Additions

4.2.1 Design Elements

Design elements are important features of new additions to historic buildings. They contribute a great deal to the character of a structure, and therefore should be added with care. As part of a new addition, it is important that design elements are compatible with the rest of the building and its existing design elements.

Typical Design elements in Forest Hills:

- Decorative woodwork on porches
- Brick stoops
- Decorative vent covers below gables

- Decorative shingling on front facing gables

Recommended:

- Design elements on additions to historic buildings should be complementary to the historic structure in order to preserve its traditional character.
- The character of design elements should be altered slightly from the traditional design to differentiate the new addition from the original historic structure.

Not Recommended:

- Design elements on additions to historic buildings should not be added or altered in a manner that would make them appear to be historic in nature.
- An example of this practice would be the distressing of a painted or masonry element to falsely add the patina of age.

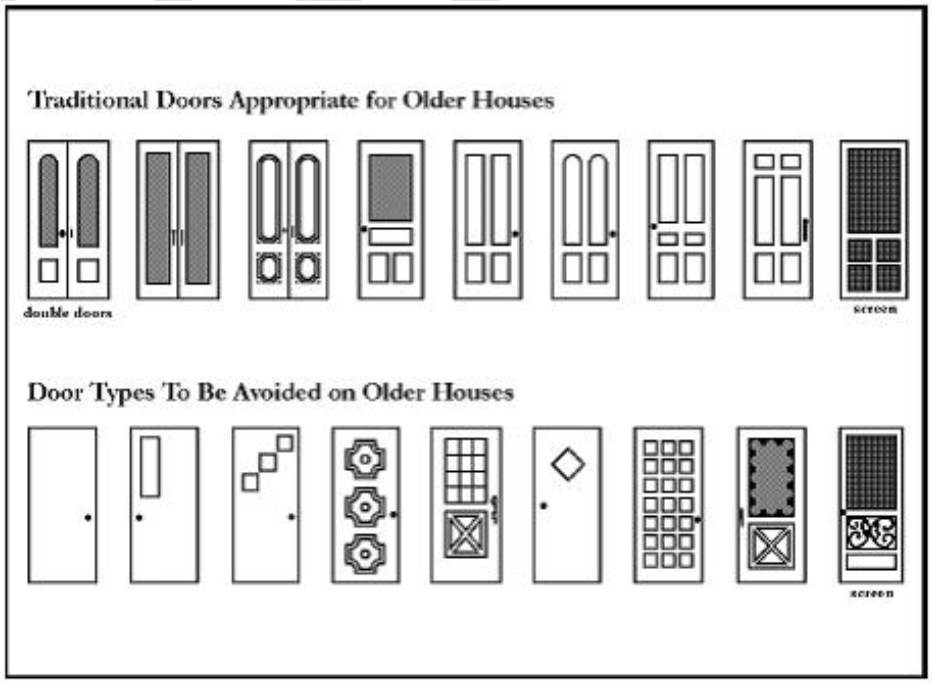
4.2.2 Doors

Doorways have been prominent design features throughout most of architectural history. They often reflect the age and style of a building. The addition of an inappropriate doorway can vastly alter the character of the historic structure itself. The importance of doorways to the integrity of a historic structure should make clear the necessity to follow the precedent set by the historic doors as closely as possible in terms of style and materials.

Typical Doors in Forest Hills:

- Doors are predominately wood
- A few homes have sidelights and transoms
- Storm doors are present.

Recommended:



- Maintain the traditional solid-to-void ratio as applies to doors on all additions to historic buildings.
- Doors on additions shall have a similar size doorway as the original doorways on the home.
- Door surrounds on additions should be kept simple, so as not to detract from the principal doorway on the main façade.
- The design of doorways on additions to historic buildings may be used to differentiate the addition from the original historic structure.
- While maintaining a design complementary to the historic character of the structure, the fenestration, paneling, or door surround may be altered to differentiate the new addition.

Not Recommended:
- Drastically changing doors on home additions in terms of material in such a way that they would detract from the overall character of the structure.

4.2.3 Fenestration

Fenestration is the pattern and overall proportion of window and door openings on a structure. The scale, shape and symmetry of windows and doors help define the character of a structure. Fenestration reflects historic periods and methods of construction. The repetition of these patterns is important to ensure a visually compatible addition to a historic structure.

Typical Windows in Forest Hills:
- Rectangular, double-hung sashes characterize the windows of the Forest Avenue historic district.
- Pane patterns are typically 6/6 with a few 9/1, 6/1, and 8/8. Wooden frames, sashes, and muntins dominate. Window caps are flat.
- Shutters are common.
- Transoms and sidelights are rare.

Recommended:
- The solid-to-void ratio, meaning the ratio of wall space to openings for windows and doors, should be similar to that of the historic building.
- Windows should be different in design and detailing to distinguish the addition from the historic building. This should be done while still keeping the design and detailing compatible with the historic building.

Not Recommended:
- An addition's windows should not overwhelm or distract from the historic building or its fenestration.
- An addition's windows should not replicate exactly those in the historic building so that one cannot distinguish between what is new and what is historic.

4.2.4 Foundations

The foundation is an important element of a house's form because it contributes to the building's silhouette and footprint. Historically, these neighborhoods' foundations were elevated by brick piers or rested on a cement block base around two to three feet high. Over time, additions are made to historic properties because of practical need and improved home technology such as indoor plumbing and central heating and air. However, some additions do not have the same workmanship as the original house and are not compatible with its characteristics. The additions may have visually or physically compromised the historic integrity of the original residence. When considering an addition, it is essential to keep in mind the common characteristics of a raised foundation of concrete block or brick piers. The foundation additions should complement the original structure. Designs should be compatible with the existing structure, yet not fully mimic the original design.

Typical Foundations in Forest Hills:
- The majority of foundations are concrete block, stone, or brick.
- The concrete block is often painted.

Recommended:
- Materials for additions to foundations should be the same in quality, texture, finish and dimensions to those commonly found in the historic district.
- Avoid obscuring or destroying characteristic features of the original foundation; loss of historic material should be minimal.

- When possible, foundation additions should be reversible, meaning that the basic form and character of the historic foundation would remain intact if the addition were removed, i.e. recessed cement blocks between brick piers or wood lattice.
- Additions must blend with the historic character of the historic house.
- Foundations of an addition shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property.
- New foundations shall be constructed in such a way that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Not Recommended:

- Damaging or covering the original foundations with materials such as a stucco veneer.
- Using a slab-on-grade foundation because it does not reflect the same design intention as the historic residences.
- Avoid the use of the following construction materials: synthetic materials such as Insulbrick, asbestos block or other materials imitating stone or masonry; metal or any material that is not visually or physically compatible with the material of the historic structure.
- Matching the new foundations with the old by applying stucco or some veneer to create a false impression that it is a continuous foundation.
- Foundations that are out of scale with the existing foundations.

4.2.5 Massing & Scale

Massing, also referred to as architectural form, is the three-dimensional geometric composition, or bulk, of a structure. It is defined by the exterior walls, roof shapes, and appendages such as porches, projecting bays, towers, and cupolas. The shape of a roof significantly contributes to the overall form of a house. Basic roof forms include gabled, hipped and flat. A gabled roof is simply composed of two sloping planes meeting to form a straight ridge. A cross-gabled roof is formed when front- and side-gabled roofs intersect. A hipped roof is formed by four sloping planes either meeting to form a straight ridge or a point (pyramidal). Scale is the height to width ratio of the structure.

In a historic district, massing and scale are two of the most important characteristics to consider in the evaluation of proposed additions. Additions that do not respect existing forms visually overwhelm and detract from the historic structure.

Massing & Scale in Forest Hills:

- The predominant types of houses are bungalows, ranches, English cottages.
- Most historic structures are one- or one-and-a-half -stories tall.
- Both hipped and gabled roofs are present.
- Roof pitches vary.

Recommended:

- An addition should be distinguishable from the original form of the historic structure, but should be visually sympathetic to the overall character of the historic building.
- An addition should be subordinate to the historic structure in scale.
- Ideally, an addition should be placed at the rear of a historic structure. If placed on the side of a historic structure, an addition should be set back from the primary façade to have less of a visual impact on the original form.
- An addition should be designed and constructed so that the basic form of the historic structure would remain intact if the addition were ever removed.

- The shape, pitch, and complexity of the roof of a new addition should be compatible with the roof of the historic structure. Gabled and shed roofs are typically appropriate.
- New roof elements such as chimneys, dormers and roof vents should be compatible with the overall design of the historic structure and should be located to have the least visual impact on the principal façade.

Not Recommended:

- An addition should never be built on the front façade.
- The mass and scale of the addition should never overwhelm the historic structure.
- Additions that increase the height of the existing historic structure, or "pop-tops," are inappropriate.
- Additions should not alter the footprint of the building so drastically as to completely obscure the original form, particularly in the case of smaller historic residences.
- New additions should not incorporate roof shapes and elements incompatible with the existing structure. Flat roofs are inappropriate.

4.2.6 Materials

One element that contributes greatly to the overall visual character of the Forest Hills Historic District is the type of material used on exterior surfaces. The repeated use of traditional or compatible materials along a street creates architectural cohesiveness and harmony that give the districts much of their distinctive character.

Typical Materials in Forest Hills:

- Horizontal wood siding, brick, and/or shingles are the most common exterior
- The most common historic roof material is asphalt shingle.

Recommended:

- Foundation, siding, and roofing materials on additions should reflect the fabric of existing historic buildings.
- Design of additions that, if later removed, would result in minimal impact on the historic fabric and character of the original structure.
- The retention and preservation of as much of the historic material fabric of existing structures as possible.
- The use of brick for new chimney construction. New brick should be similar to historic brick in surface texture, size and color.
- The use of dark gray or brown asphalt shingles for roofing.
- In the case of infill between historic foundation piers, care should be taken to ensure that the infill is visually subordinate to the historic material. This effect can be achieved by recessing construction between piers and/or painting the filling a dark color to represent a voided space between piers.
- The use of fiber-cement or other siding that is similar to historic wooden siding in texture, appearance, and reveal dimension may be used.

Not Recommended:
- The use of vinyl or aluminum siding.
- The use of oversize brick, stucco, exposed poured concrete, or exposed concrete blocks in structural foundations or chimneys.
- New chimneys, if not incorporated into the body of an addition, should be continuous from the ground and show a visible foundation (no flying or suspended chimneys).
- Although foundation, siding, roof, and chimney materials for additions within the historic districts should reflect the historic fabric of the original structure, no attempt should be made to exactly replicate historic materials.

4.2.7 Outdoor Lighting

Design guidelines for the addition of outdoor lighting are similar to those for rehabilitation of existing structures. Lighting fixtures should be compatible with the architectural style of the property. A well-chosen light fixture can enhance a historic property, while a poorly chosen light fixture can do quite the opposite. Outdoor lighting should provide sufficient illumination while not casting a glare on the property, the public right of way or other surrounding properties. Lighting should provide security and enhance the beauty of the property. The goal is to provide subtle illumination with minimal visual impact from the lighting fixtures. Every attempt should be made to maintain the traditional community aesthetic in order to maintain its historic integrity.

Recommended:
- Lighting should accentuate architectural features.
- Simple fixtures that complement the architecture should be used.
- New lighting should be similar to that of the surrounding historic architecture.

4.2.8 Porches

Porches are often the focal point of a historic structure, particularly when located on the primary elevation. Because of their decoration and articulation, they help define the style and overall historic character of a building. In the South, porches were necessary because of the warm climate. Additionally, they served as a social gathering place. This transitional area between the interior and exterior of the residence provides a protective place to sit outdoors. Porches also provide shading for the front of a structure and help reduce solar gain and air conditioning loads. A graceful porch welcomes the passerby and introduces them to a home. Porches are distinctive features that add character to both the houses and the historic district in which they are located. Porch additions should harmonize with the character of the neighborhood and be compatible with existing structures.

Typical Porches in Forest Hills:
- The majority of porches are small, more of a covered stoop.
- Steps are typically brick.
- The few porches are typically simple.

Recommended:

- The addition of a porch on the primary façade is acceptable if there is historical documentation and physical evidence of a previously existing porch in that location.
- When considering a new porch on an existing residence, the design should be similar to those seen historically and be compatible with the existing porches on the block face.
- The addition of a new porch or deck is acceptable if it is constructed out of view of the public right of way on the rear façade if no historical documentation or physical evidence substantiates the construction of one on the primary façade.
- Rear façade porch or deck additions should be compatible with the traditional scale, proportion and rhythm of historic porches on surrounding structures, respecting the size, height, width (including roof pitch and overhang) and material of similar structures.

Not Recommended:

- A porch addition should not create a false historic appearance (should not appear to be a historic reproduction or replica too imitative of a historic style) so that it is possible to distinguish the original structure from the new addition.
- Porch and deck additions should not overwhelm the primary structure; the design and materials should blend and not contrast with the original structure, and be similar to those used on surrounding structures in the district.

4.2.9 Setback

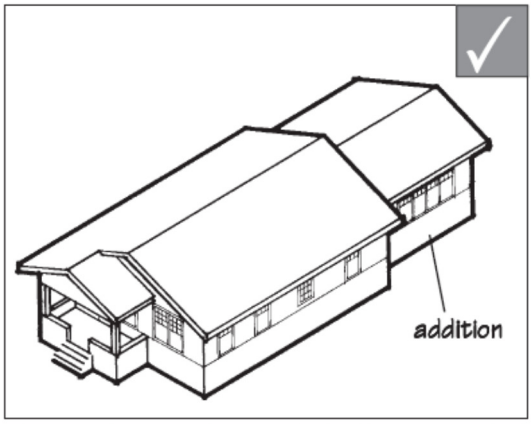
Setback is defined as the distance of the structure from each property line to the structure. In order to maintain visual consistency within the designated historic districts, an addition should not infringe on the established setback pattern along the street.

Setbacks in Forest Hills:

- The setbacks in the Forest Hills neighborhood are generally uniform, with nearly uniform lot sizes.
- The lot configurations include a small strip of street planting, a sidewalk, and an area for landscaping and lawns in the front of the structure.
- Generally, structures are within the front third or half of the lot area, and are usually centered on the lot.

Recommended:

- Maintain, as much as possible the established pattern of setbacks from front and side property lines.
- An addition should be limited to the secondary, rear or side facades.
- An addition should be set back from the primary façade to have minimal visual impact on the historic structure.



Place an addition at the rear of a building or set it back from the front to minimize the visual impacts.

Not Recommended:

- Any significant reduction in the space between existing historic structures.

4.3 Design Guidelines: New Construction

Character refers to those visual and physical features that constitute the appearance of a historic building. Character-defining features include the overall form of the structure, its construction materials and craftsmanship, and its decorative detailing and ornamentation. The rhythm and shape of window and door openings also contribute to the overall character of a structure. The structure's setting, including its orientation and setback from the street, the spacing between it and adjacent structures and landscaping details such as fencing, planting and entrance walks are also character-defining features. Often climate, construction technology, local traditions, and economic factors led to the construction of neighborhoods with buildings of similar character. This similarity in historic neighborhoods often creates rhythm and harmony along the street and adds to the overall aesthetic appeal of the area. New construction projects that do not respect this character diminish the integrity of the historic area.

New construction includes the construction of any accessory structure, such as a garage, car port or storage shed where a principal structure already exists. Infill construction is defined as an entirely new principal or accessory building constructed on a vacant lot within a neighborhood. While creative designs are encouraged, it is equally important that new construction and infill respect the established character of the neighborhood. Attention to character-defining elements such as massing and scale, orientation, setback, building materials, and patterns of window and door openings encourages the design of buildings that are clearly new, yet do not disrupt the continuity of the historic district.

Principle of Compatibility of New Construction

The general pattern of measurable architectural elements within the Forest Hills Historic District, including setbacks, scale, and proportions, are well defined by the established built environment. When considering the compatibility of new projects it is appropriate to first consider elements and proportions of historic buildings on either side of an infill project. It is also appropriate to consider the elements and proportions of structures within the larger context of a new building's block face, generally defined as those structures that share the same side of a street and are located between intersecting streets. When determining context and compatibility, only those structures that are historic should be considered, and quantifiable design elements, including setbacks, scale, and proportions, should be within ten percent of the established extremes of measurement within a given block face. In other words, new construction should be contemporary but compatible. New buildings should be representative of the period of their own construction, but they should not detract from the environment in which they are constructed.

4.3.1 Design Elements

Design elements on new construction greatly contribute to the character of the building. It is therefore very important that any design elements on new construction reflect the size, scale, and style of design elements on surrounding historic buildings. The goal is compatibility with, not replication of, historic design elements.

Typical Design Elements in Forest Hills

- Decorative woodwork on porches
- Brick stoops
- Decorative vent covers below gables
- Decorative shingling on front facing gables

Recommended

- Design elements on new construction in a historic district should not replicate design elements on original historic structures.
- Design elements on new construction in a historic district may be modern interpretations of traditional design elements found in the historic district.

Not Recommended

- Design elements on new construction in a historic district should not be altered in a manner that would make them appear to be historic in nature.
    - An example of this practice would be the distressing of a painted or masonry element to falsely add the patina of age.

4.3.2 Doors

Doorways are an important architectural feature of any structure, and often contribute greatly to its character. They lend interest to the façade and often give the first impression for a building. When choosing doors for new construction, one should be mindful of the historic doors in the district and should ensure compatibility with those doors.

Typical Doors in Forest Hills:

- Doors are predominately wood
- A few homes have sidelights and transoms
- Storm doors are present.

Recommended:

- Maintain the traditional solid-to-void ratio found on historic structures when designing and building new construction.
- The number and placement of doorways should represent what is found in the district.
- The principle doorway with the most significant door surround should be placed on the main façade of the new structure to maintain the character of the historic district.
- Doorways on new construction should maintain the character of those traditionally found on the block face.

Not Recommended:

- Doorways on new construction in a historic district should not be altered in a manner that would falsely add the patina of age.
- Door surrounds on new homes should not be drastically altered so that they are inconsistent with the size of the historic surrounds.
- Doors for new homes should not be drastically altered in terms of material so that they are inconsistent with the materials used in the original doors on historic houses.

4.3.3 Driveways

The two historic districts were platted in a period that predates the large-scale introduction of automobiles. Instead, residents relied on pedestrian and carriage traffic as the primary means of transportation. Because of this, many lots do not include driveways or, where exist, are not directly accessible from the street. With the coming of the automobile, rear sheds and carriage houses were often converted to or replaced by garages, and driveways were added. Because older buildings were not designed with driveways and automobile parking in mind, driveway location, parking and storage of today's vehicles can detract visually from residences. The preservation of the configuration and the paving materials of historic driveways and alleys is critical in preserving the overall character of these

historic districts. The insertion of driveways, parking areas, and curb cuts is generally inconsistent with the historic character of the district, but the use of appropriate paving materials and the size and placement of the driveways can help reinforce the character of the district and minimize negative impact.

Typical Driveways in Forest Hills:

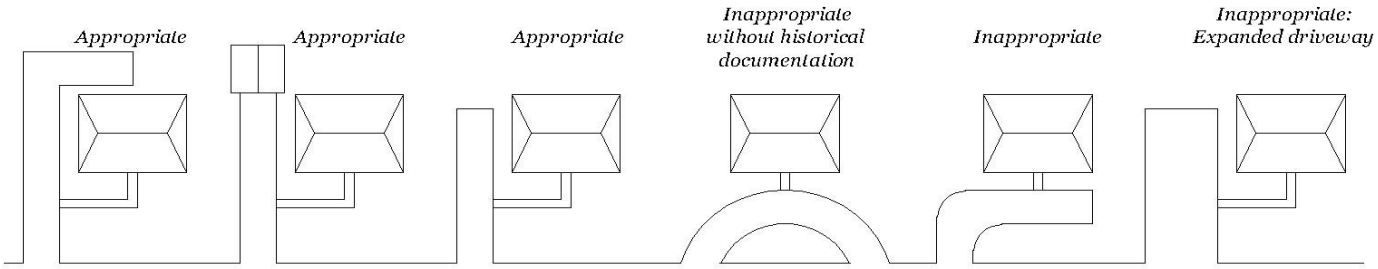
- Typical in this district are single-lane driveways located on the side of the structure that terminate at the house or extend to a rear garage or shed.
- Drives are relatively narrow, reflecting the smaller dimensions of earlier cars.
- Two paved driveway tracks using concrete with exposed crushed stone aggregate with grass or concrete infill are occasionally seen, which recognize and preserve the traditional driveway form.
- Most common materials are poured concrete slab, brick, asphalt, stone pavers.

Recommended:

- Unless evidence of historical documentation indicates otherwise, driveways should be placed at the side, and preferably, extend to the rear of the residence where parking should be located as unobtrusively as possible.
- Driveways should be compatible with existing driveways in spacing, width and configuration. They should be introduced in locations where there is minimum alteration necessary to historic site features, such as landscaping, walkways, and retaining walls.
- Designs should be discreet and conservative in the amount of open space converted to paving for driveways.
- Landscaping should be integrated with the driveway surface area to minimize the visual impact and to buffer/shield the view of parked vehicles from the street.
- All new parking areas should be screened from adjoining properties with appropriate fencing or shrubbery. Incorporate existing mature trees into new parking areas whenever possible, and introduce new trees to maintain the tree canopy.

Not Recommended:

- Driveways should not be installed where none existed previously and where the size of the lot cannot accommodate the size of such a feature
- Semi-circular driveways with two entry points on the front of the lot (in front of the primary façade) should not be installed. These are inappropriate unless historically documented.
- Curbs and sidewalks should not be damaged or interrupted by the installation of driveways.
- The view of the primary façade from the public right-of-way should not be dominated by parked vehicles.
- New driveways or parking areas should not directly abut the principal structure.



4.3.4 Entrance Walks

Entrance walks serve as an impressive introduction to individual properties and contribute to their unique character. They can be an extension of the building's architecture, used to reflect and emphasize specific elements to create a harmonious and distinctive overall environment. When extended directly to sidewalks, they also accentuate a pedestrian-friendly and inviting atmosphere along the streetscape. Entrance walks that enhance a structure and complement the historic district are one of the primary objectives for new construction.

Typical Entrance Walks in Forest Hills:

- Entrance walks most often connect the entrance steps directly to the sidewalk.
- Often, entrance walks connect from the entrance steps directly to driveways located to the side of the house.
- Commons materials include brick and stone but also include hexagonal-cut concrete and pavers.

Recommended:

- New entrance walks should match the topography, pattern, configuration, features, dimensions and textures of existing walkways that contribute to the overall historic character of the district.
- Materials for new entrance walks should be compatible with existing materials in the historic district. Some appropriate materials include: gravel, concrete slab and concrete with exposed crushed stone aggregate and brick.
- When installing new entrance walks, site features such as mature trees, retaining walls and stairs should be retained whenever possible.
- In locations where an entrance walk formerly connected a house with the street and where this contributes to the character of the block face, a new entrance walk should be installed.

Not Recommended:

- A new entrance walk should not be installed where one did not previously exist; it should be substantiated by documentary or physical evidence.
- The use of inappropriate paving materials such as asphalt and those that are not historically or traditionally characteristic of the district is inappropriate.
- Addition/expansion of entrance walks or change in material that is incompatible with historic or traditional precedent is inappropriate.

4.3.5 Fenestration

Fenestration is the pattern and overall proportion of window and door openings on a structure. The scale, shape and symmetry of windows and doors help define the character of a structure. Fenestration reflects historic periods and methods of construction. Therefore, structures within the same block face usually share similar patterns. The continued repetition of these patterns is important to ensure the visual continuity and overall aesthetic appeal of the block face.

Typical Windows in Forest Hills:

- Rectangular, double-hung sashes characterize the windows of the Forest Avenue historic district.
- Pane patterns are typically 6/6 with a few 9/1, 6/1, and 8/8. Wooden frames, sashes, and muntins dominate. Window caps are flat.
- Shutters are common.
- Transoms and sidelights are rare.

Recommended:

- New buildings should reference the historic use of windows and doors on the block face.
- New buildings should balance the solid-to-void ratio with that of historic buildings on the block face.
- New buildings should use window and door designs that are compatible with both the historic buildings of the block face and the contemporary design of the new building.

Not Recommended:

- New buildings should not replicate historic windows and doors so that one cannot distinguish between what is new and what is historic.

Windows on the house on the right are not compatible with the existing homes

4.3.6 Foundations

Foundations are an important element of a house's form because it contributes to a building's silhouette and footprint. In historic areas factors such as tradition, climate and construction techniques lent to a neighborhood with similar footprints and house forms. These similarities create a rhythm along a street, which is one of the attractive qualities of historic neighborhoods. One way to ensure this rhythm is to be sensitive to these elements and build new construction that is in keeping but not an exact replica of historic foundations.

Typical Foundations in Forest Hills:
- The majority of foundations are concrete block, stone, or brick.
- The concrete block is often painted.

Recommended:
- New foundations should reinforce the residential appearance and scale of the neighborhood.
- New foundations should utilize new construction techniques and designs.
- New foundations should not only be distinguishable from the historic foundations but also compatible with characteristics, materials and scale of adjacent buildings and the overall streetscape.
- The height of new foundations should match the height of other foundations of the block face.

Not Recommended:
- Concrete slabs on grade for new construction foundation.
- Irregularly proportioned new construction foundations that do not conform to height, material or construction of other foundations found on the block face.

4.3.7 Massing and Scale

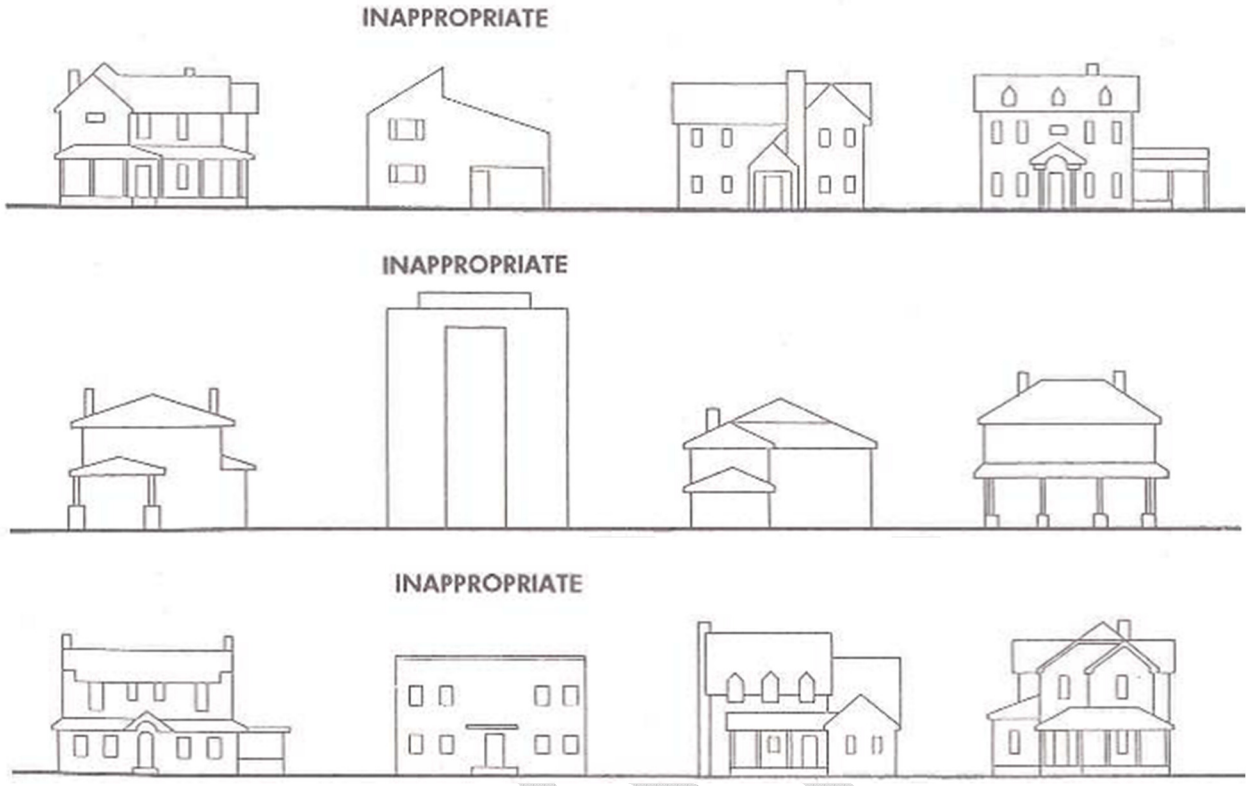
Massing, also referred to as architectural form, is the three-dimensional geometric composition, or bulk, of a structure. It is defined by the exterior walls, roof shapes, and appendages such as porches, projecting bays, towers, and cupolas. The shape of a roof significantly contributes to the overall form of a house. Basic roof forms include gabled, hipped and flat. A gabled roof is simply composed of two sloping planes meeting to form a straight ridge. A cross-gabled roof is formed when front and side-gabled roofs intersect. A hipped roof is formed by four sloping planes either meeting to form a straight ridge or a point (pyramidal). Scale is the height to width ratio of the structure.

In a historic district, massing and scale are two of the most important characteristics to consider in the evaluation of proposed new construction. Structures that do not respect the existing forms on the neighborhood block face are visually disruptive because the continuity of the historical pattern is broken.

Massing & Scale in Forest Hills:
- The predominant types of houses are bungalows, ranches, English cottages.
- Most historic structures are one- or one-and-a-half -stories tall.
- Both hipped and gabled roofs are present.
- Roof pitches vary.

Recommended:
- New construction should be compatible with the form of existing historic structures on the same neighborhood block face.
- New construction should be of a similar height and width to existing historic structures on the same neighborhood block face.
- New construction should be designed with roofs that are compatible with the pitch, shape and complexity of roof forms on the same neighborhood block face.

Not Recommended:
- New construction should not create a break in the rhythm of existing historic forms on a neighborhood block face.
- New construction should not visually overwhelm neighboring historic structures in terms of the height and width of the principal façade.
- New construction should not incorporate roof forms that are inconsistent with those of existing historic structures on the same neighborhood block face. Flat roofs are inappropriate.



4.3.8 Materials

One element that contributes greatly to the overall visual character of the historic district is the type of material used on exterior surfaces. The repeated use of traditional or compatible materials along a street creates an architectural cohesiveness and harmony that gives the districts much of their distinctive character.

Typical Materials in Forest Hills:

- Horizontal wood siding, brick, and/or shingles are the most common exterior
- The most common historic roof material is asphalt shingle.

Recommended:

- Foundation, siding, and roofing materials for infill construction within Marietta's historic districts should reflect the historic fabric of the district, as compared to adjacent structures and to the new structure's block face.
- New construction should use wood siding or fiber-cement or other siding that is similar to historic wooden siding in texture, appearance, and reveal dimension.
- The use of brick for new chimney construction. New brick should be similar to historic brick in surface texture, size and color.
- The use of dark gray or brown asphalt shingles for roofing.

Not Recommended:

- The use of vinyl or aluminum siding.
- New construction should not use oversize brick, stucco, exposed poured concrete, or exposed concrete blocks in structural foundations or chimneys.
- New construction should not attempt to exactly replicate historic materials.

- New chimneys, if not incorporated into the body of a new structure, should extend from ground level, and display a visible base of support. Chimneys should not appear to be suspended.

4.3.9 Orientation

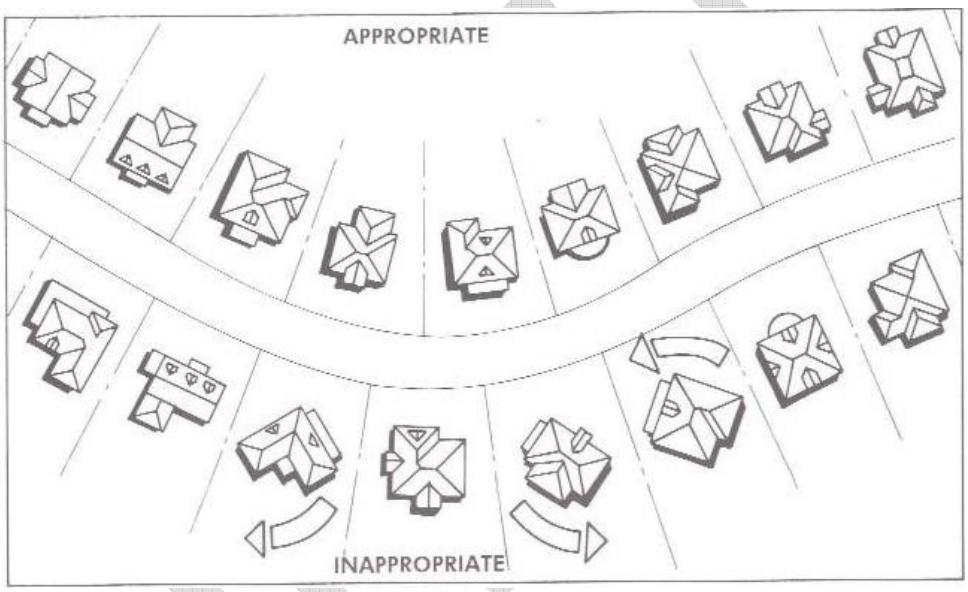
Orientation refers to the direction that the principal façade faces relative to the street and is an important part of the historic development of a neighborhood block. Introducing a new orientation disrupts the established pattern and can drastically change the character of the street.

Recommended:

- New buildings should replicate the orientation of adjacent structures.
- Corner lots should refer to adjacent corner lots (if historic) as well as other historic corner properties in the area to determine orientation.

Not Recommended:

- New construction should not be oriented in such a way as to disrupt the historic rhythm of the block face.



4.3.10 Outdoor Lighting

Outdoor lighting with new construction should be compatible with the historic property type. Just as a newly constructed house in the historic district should fit within the aesthetic of the surrounding community, so should the lighting fit with the properties to which they are being added. The lighting should provide security while also illuminating the property. The emphasis should be on the property itself and not on the lighting fixtures. To do this, careful attention to detail should be taken when installing and utilizing outdoor lighting. Too much light can overwhelm the property and possibly cast unwanted light on neighboring properties and public rights of way. Maximum effect and minimal visual impact is the goal of successful lighting.

Recommended:

- Lighting should accentuate architectural features.
- Simple fixtures should be used that blend with the architecture.
- New lighting should be similar to that of the surrounding historic architecture.

4.3.11 Porches

Porches are often the focal point of a historic structure, particularly when located on the primary elevation. Because of their decoration and articulation, they help define the style and overall historic character of a building. In the South, porches were necessary because of the warm climate. Additionally, they served as a social gathering place. This transitional area between the interior and exterior of the residence provides a protective place to sit outdoors. Porches also provide shading for the front of a structure and help reduce solar gain and air conditioning loads. A graceful porch welcomes the passerby and introduces them to a home. Porches are a distinctive feature that adds character to both the house and the historic district in which it is located and should be incorporated into new building design and construction. However, it is important that they harmonize with the character of the neighborhood and be compatible with existing structures.

Typical Porches in Forest Hills:

- The majority of porches are small, more of a covered stoop.
- Steps are typically brick.
- The few porches are typically simple.

Recommended:

- New construction that incorporates a porch into the design should respect the pattern of porches in the historic district, particularly on the block face and not introduce new styles or decorative elements that are not found in the district.
- New porches should be compatible with the traditional scale, proportion and rhythm of historic porches on surrounding structures, respecting the size, height, width (including roof pitch and overhang) and material of structures of similar residences.
- Porches on new residences should utilize exterior materials common to the porches prevalent on other residences in the district/on the block face.

Not Recommended:

- Porches dissimilar in character, design, form, detail and materials to those found on neighboring houses of similar character and age is inappropriate.

4.3.12 Retaining Walls

Retaining walls are important elements in the landscaping of a property because they connect the landscape with paths and driveways, which helps relate the overall site with its different components. Low masonry walls, many times combined with low hedge material were used to define some front lawns or property lines. Masonry or stone retaining walls were occasionally employed to accommodate a significant shift in grade between the street and the front lawn. When adding to a retaining wall, be aware and sensitive to how the addition will affect the overall appearance of the street and neighborhood.

Typical Retaining Walls in Forest Hills:

- Made of stacked or mortared stone

Recommended:

- Retaining wall materials should be in keeping with the neighborhood, such as poured in place concrete retaining walls, bricks, and rusticated concrete block.
- Keep construction materials for new retaining walls compatible with those found in the neighborhood and block face.
- New retaining walls should be compatible in size (height) to those on the block face.

Not Recommended:

- Railroad ties or other wood retaining walls.
- Car tires used as a retaining wall.
- Raw cement blocks.

4.3.13 Setback

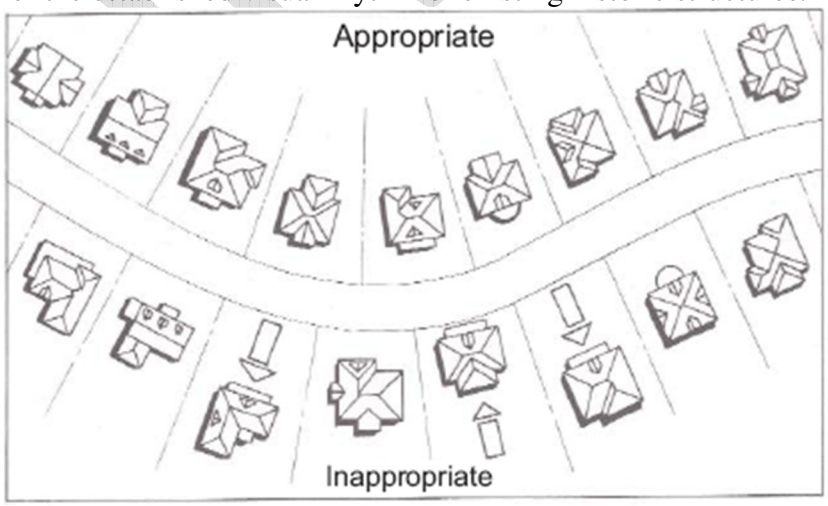
Setback is defined as the distance of the structure from each property line to the structure. In order to maintain visual consistency within the designated historic districts, new house construction should respect the established setback pattern of adjacent structures as well as consider the pattern of the block face.

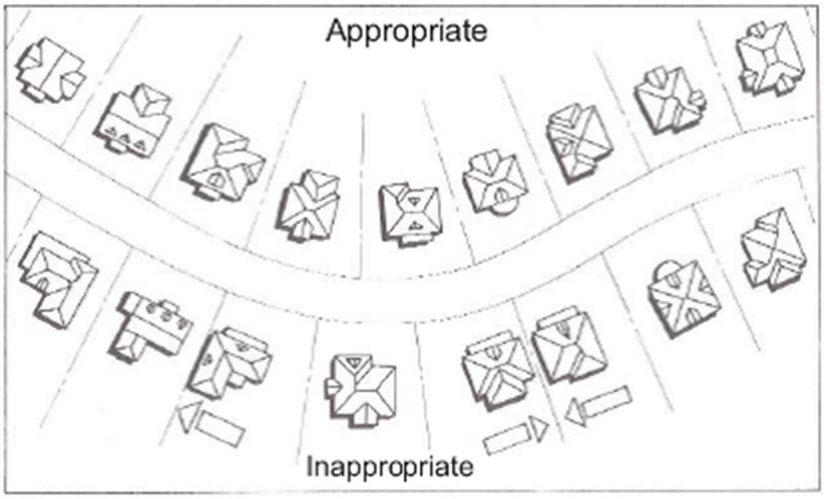
Recommended:

- Maintain the established pattern of setbacks from all property lines.
- The setback of a new infill building should reinforce the predominant setback of the adjacent homes or of the block face where it is located.
- The front and side setbacks for new structures should be within +/- ten percent of the setbacks for the existing historic structures on the block face.

Not Recommended:

- Any interruption of the established visual rhythm of existing historic structures.





4.3.14 Sidewalks/Planting Strip

Sidewalks are historically significant elements that contribute to a neighborhood's inviting atmosphere and provide spaces for walking and personal interaction. Consideration should be given to the character of the public sidewalks in Marietta's historic districts before implementing alterations so that the historic or traditional layout and materials of curbs and sidewalks are maintained. Alternate materials may be considered with care taken to preserve the look of the historic sidewalks in both material and application.

Typical Sidewalks in Forest Hills:

- Sidewalk is present along most streets, except along the east side of North Forest Avenue and south side of Vance Circle.
- A wide planting strip containing trees, street lights, mailboxes, and trees separates the sidewalk from the street.

Recommended:

- Historic and traditional character-defining sidewalk paving and curb materials, such as concrete with exposed crushed stone aggregate should be installed as the primary paving material.
- The design, dimensions, surface texture and appearance of the paving material should match the adjacent sidewalks as closely as possible.
- When new sidewalks are installed, they should be compatible with the historic character of the streetscape in that where exist, the sidewalk should be detached and separated from the curb by a planting strip.

- A new sidewalk should align compatibly in dimension with those that already exist along a block.
- Professional standards of construction (straight-lined edges versus poured concrete without professional edging) should be implemented to maintain a uniform, "tidy" visual streetscape.

- Public sidewalks should conform to accessibility standards with the proper location of ramps at all street intersections. (See Marietta Zoning Ordinance 732.07 B)

Not Recommended:

- New sidewalks should not be replaced with incompatible materials, dimensions, design, surface texture or appearance.
- Historic curbs and sidewalks should not be removed in new construction without appropriate replacement.
- Asphalt is an inappropriate new construction sidewalk paving material.

4.4 Design Guidelines: Demolition

4.4.1 Demolition

The demolition of historic buildings is an irreversible act that diminishes the continuity and character of a historic district and creates unnecessary waste. Demolition of historic buildings is strongly discouraged and should be avoided whenever possible. An application for a Certificate of Appropriateness requesting demolition warrants full consideration of all alternatives, including locating a sensitive buyer who might have an alternative use for the building, or relocating the building to another site. See Section 4.4.2: Moving a Historic Structure for assistance in relocations.

When demolition is unavoidable, every effort should be made to mitigate the negative impact. The Historic Preservation Commission must have the opportunity to review post-demolition site re-development plans before it can make a recommendation to the Marietta City Council regarding a Certificate of Appropriateness for Demolition. Site re-development plans will be compatible with the character of the historic district. See Section 4.3: New Construction for assistance in the development of a sensitive replacement structure. Historic buildings should be carefully documented through available photographs, site plans, drawings, and historic written narratives prior to demolition. Special architectural features and ornamentation should be saved and incorporated into the design of the replacement structure where feasible.

In reviewing applications for demolition, the Marietta Historic Preservation Commission must consider:

- Whether the age, condition, and probable life expectancy of the structure can be preserved through use.
- Whether the character of the setting and surroundings will be adversely affected by the demolition.
- Whether the structure is of such age or distinctive design, texture, or scarce materials that it could not be reproduced or could be reproduced only with great difficulty and expense.
- Whether a relocation of the structure would be a practical and preferable alternative to demolition.
- Whether the proposed demolition could adversely affect other historic buildings or the character of the historic district.

4.4.2 Moving a Historic Structure

The relocation of a historic structure within a historic district is highly discouraged. The significance of most structures is strongly tied to their original setting and relocation may compromise the integrity of the building. Moving a historic building should be considered if it is the sole alternative when the following threats are apparent: demolition, public safety and welfare, or loss of integrity of site and setting.

The Marietta Historic Preservation Commission considers relocation based on the character and aesthetic interest of the building within its present setting, the plans for the area to be vacated, possible damage to the physical integrity of the building, and the appropriateness of the new site. See Section 4.3: New Construction for assistance in the development of a sensitive replacement structure. A Certificate of Appropriateness must be issued before the building can be relocated.

The selection and preparation of an appropriate and compatible new site introduces additional issues and considerations. The new site should provide a context that is similar to the original setting, including topography, landscape character, land use, the building's new setback, orientation and distance from other buildings. Every effort should be made to ensure that integrity of the building is maintained in its new setting context.

Recommended:

- Historic buildings should only be moved after all alternatives to retention have been examined.
- Applicant should document the existing setting and site prior to relocation through photographs, notes and drawings. The applicant should also measure the building if the move will require substantial reconstruction.
- Damage to the structure during and after the move should be minimized by assessing its structural condition prior to the move, taking precautions to prevent damage during that move and, and using contractors experienced in moving historic buildings.
- Location of the new site should be compatible in character with the original setting in terms of the entire context including the block face, setback, orientation and distance from other buildings.
- Significant site features of both the original and the new site should be protected from damage before, during, and after the move.

- Historic structures should be secured from vandalism and potential weather damage before and after their move.

4.4.3 Demolition by Neglect

Neglect of historic buildings is hazardous and disadvantageous to the individual property and to adjacent structures in a historic district. Property owners are responsible for providing maintenance and repair to historic structures and should avoid the delay of proper and timely maintenance and repairs. The Marietta Historic Preservation Commission will monitor the conditions of properties within historic districts under its purview and determine if they are being allowed to deteriorate through neglect. Neglect includes conditions such as the deterioration of the building's structural system, exterior architectural features, and broken windows, doors, and openings, which allow entry of vermin and the elements. When neglect occurs, the commission will notify the property owner to conduct repairs within thirty days. On or after the thirty-first day following owner notification, at the direction of the City Council, the Commission may initiate maintenance or repairs as necessary at the expense of the violating homeowner.

5.0 Glossary

Asphalt Shingles: A type of roofing material composed of layers of saturated felt, cloth or paper, and coated with a tar, or asphalt substance, and granules.
Baluster: A spindle or post supporting the railing of a balustrade.
Balustrade: An entire railing system with top rail and balusters.
Bay: The regular division of the facade of a building, usually defined by windows or other vertical elements.
Block Face: A reference to the structures on one side of the street or on the same side of the block.
Bracket: A small carved or sawn wooden projecting element which supports a horizontal member such as a cornice or window or door hood.
Certificate of Appropriateness: A document issued by the Marietta Historic Preservation Commission upon approval of a submitted renovation, new construction or demolition plan for a historic landmark or property located within a historic district.
Chimney: A vertical structure containing one or more flues to provide draft for fireplaces, and to carry off gaseous products from fireplaces or furnaces.
Column: A vertical shaft or pillar that supports, or appears to support, weight above.
Contributing Structure: Buildings that are historic, are exceptionally designed, or are directly associated with the historical period of that district.
Cornice: A projecting molding at the top of a wall surface, such as may be found below the eaves of a roof.
Cornice Return: The extension of the cornice molding in a new direction, onto a short length of the gable.
Dentil: Small square blocks closely spaced to decorate a cornice.
Design: Design refers to the elements that create the physical form, plan, space, structure and style of a property.
Dormer: A small window with its own roof that projects from a sloping roof.
Double Hung Window: A window with two sashes, one sliding vertically over the other.
Downspout: A pipe for directing rain water from the roof to the ground.
Eave: The edge of a roof that projects beyond the face of a wall.
Elevation: The external face of a building or a drawing of the external wall.
Facade: The front face of a building.
Fenestration: The arrangement of windows in a building.
Form: The overall shape of a structure (e.g., most structures are rectangular in form).
Gable: The triangular section of a wall to carry a pitched roof.
Glazing: Fitting glass into windows and doors.
In-Kind Replacement: To replace a feature of a building with materials of the same characteristics, such as material, texture, color, etc.
Integral Porch: A porch that is formed from the overhang of the roof, it is not an addition to a house, but is built as a part of the original structure.
Integrity: A property (or historic district) retains its integrity, if a sufficient percentage of the structure (or district) dates from the period of significance. The majority of a building's structural system and materials should date from the period of significance and its character defining features also should remain intact. These may include architectural details, such as dormers and porches, ornamental brackets and moldings and materials, as well as the overall mass and form of the building.
Jigsawn Woodwork: Pierced curvilinear ornament made with a jig or scroll saw.
Lattice: An openwork grill of interlacing wood strips, used as screening.

Light: A section of a window, the pane or glass.
Lintel: A horizontal beam bridging an opening, usually of wood or stone, carrying the weight of the structure above.
Masonry: Wall material such as brickwork or stonework.
Mass: The physical size and bulk of a structure.
Material: Material refers to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic property.
Mortar: A mixture of cement-like material (such as plaster, cement, or lime) combined with water and a fine aggregate (such as sand). Used in masonry construction between bricks or stones to hold them in place.
Mullion: A vertical post dividing a window into two or more lights.
Muntin: The strip of wood separating the lights in a window.
Non-Contributing Structure: Generally those structures built after the historical period of the district, or radically altered**.**
Orientation: Generally, orientation refers to the manner in which a building relates to the street. The entrance to the building plays a large role in the orientation of a building.
Period of Significance: Span of time in which a property attained historic significance.
Pier: An upright structure of masonry, which serves as a principal support.
Pilaster: A rectangular pillar attached, but projecting from a wall, resembling a classical column.
Pitch: The degree of slope of a roof, usually given in the form of a ratio such as 6:12, or rise over run. Rise is the vertical dimension, and run is the horizontal dimension.
Preservation: The act or process of applying measures to sustain the existing form, integrity and materials of a building or structure, and the existing form and vegetative cover of a site. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.
Protection: The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss or attack, or to cover or shield the property from danger of injury. In the case of buildings and structures, such treatment is generally of a temporary nature and anticipates future historic preservation treatment; in the case of archaeological sites, the protective measure may be temporary or permanent.
Reconstruction: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.
Rehabilitation: The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural value.
Restoration: The act or process of accurately recovering the form and details of a property and its setting, as it appeared at a particular period of time, by means of the removal of later work or by the replacement of missing earlier work.
Ridge: The line at the top of a sloped roof.
Roof: The top covering of a building. Following are common types: A gabled roof has a pitched roof with ridge and vertical ends. A Hipped roof has sloped ends instead of vertical ends. A Jerkinhead roof (also called "clipped gable") has a pitched roof similar to a gabled roof but with a truncated, or clipped, gable end. Shed roof (lean-to) has one slope only and is built against a higher wall.
Sash: The movable framework holding the glass in a window or door.
Scale: The size of structure as it appears to the observer.
Setting: Setting refers to the physical environment of a historic property.

Shingle: Tile for covering roofs or walls usually of asbestos, asphalt, metal, slate or wood, cut to standard shapes and sizes.
Siding: The exterior wall covering of a structure.

6.0 References

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